



City of Santa Clara

The Center of What's Possible

Department of Public Works
Engineering Department

March 22, 2018

To: Prospective Consultants

Subject: **REQUEST FOR PROPOSAL FOR DESIGN PROFESSIONAL
SERVICES**
School Infrastructure Improvements

Dear Consultant:

The City of Santa Clara wishes to engage a consultant to provide design professional services for the Project. The general scope of work to be performed by the Consultant is described in the Request for Proposals (RFP). The RFP can be obtained from the City website at <http://santaclaraca.gov/index.aspx?page=2420>.


Proposals will be accepted in the Public Works Department of the City of Santa Clara, 1500 Warburton Avenue, Santa Clara, CA 95050, until 3:00 p.m., April 5, 2018. Three (3) copies of the proposal are required. Proposals are to be brief and concise, and are not to be more than 10 (single sided, font size 12 minimum) pages in length. Resumes and the required Attachments to be submitted with the proposal do not count against the 10 pages. Proposals received after the above time and date may not be accepted. There will be no pre-proposal conference scheduled for this Project.

If required by City, a short list may be formed and interviews scheduled after the proposals have been evaluated; otherwise, negotiations will begin immediately with the selected Consultant. A Notice to Proceed will be issued following City approval of the Professional Services Agreement. The selected Consultant's work is to proceed according to the schedule contained in the RFP listed on the City website.

Should you have any questions concerning this RFP, please contact Pratyush Bhatia at (408) 615-3026, PBhatia@santaclaraca.gov.

Sincerely,

Craig Mobeck
Director of Public Works


By: Dennis Ng
City Traffic Engineer

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